

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, July 12, 2016, 7:00 P.M.

The July 12, 2016 City of Brunswick Mayor and Council meeting was called to order at 7:00 p.m. by Mayor Karin Tome at Brunswick City Hall. The following members and staff were present: Karin Tome, Mayor; Angel White, Mayor Pro Tem; Ellis Burruss, Carroll Jones, Harry Lashley, Jeff Snoots, and Walt Stull, Council Members; Bob McGrory, City Administrator; Milt Frech, Chief of Police; John Gerstner, Public Works Superintendent; and Carrie Myers, Office Manager.

Mayor's Remarks

- Garth Rockcastle from PLACE gave a presentation on the organization's goals and projects, and detailed the organization's interest in Brunswick.
- Bob Gunter, President of New Hope Community Partnership, gave a presentation on the organization's desire to establish a community center in downtown Brunswick.

Approval of Minutes

- Special Mayor & Council Meetings – May 18, 2016 and June 3, 2016
- Public Hearing – June 14, 2016
- Mayor & Council Meeting – June 14, 2016

Ms. White moved to approve the minutes. Mr. Stull seconded the motion, which passed 6-0.

Citizens' Forum (Petitions, Remonstrances, and Communications)

Comments were offered from Derek, 300 North Maryland Avenue; and Jerry Cayford, 6 First Avenue.

Report of Officers – Council – Committees

Council Members provided updates on their Committee activities, including announcements related to the City of Brunswick Economic Development Commission, Brunswick Family Campground, Brunswick Senior Center, Fire Department, Ambulance Department, Greater Brunswick Area Chamber of Commerce, Brunswick Heritage Museum, Canal Towns, Brunswick Main Street, Park Heights Cemetery, and Sustainable Brunswick.

Roger Wilson, Frederick County, discussed the "Livable Frederick" program and encouraged residents to take the survey.

Mr. McGrory discussed the feasibility of paying the City's debt service down, utilizing reserve funding, as was requested by the Council at their June meeting. Mr. McGrory also discussed the

City's Customer Service Department goals, practices, and challenges.

Ms. Myers gave a presentation of the City's new website.

Consent Agenda

- Public Works Purchase Approvals
 - PO #PW-4448 – Bobcat of Frederick - Track Skid Loader with Snow Blower
 - PO #PW-4449 – Bobcat of Frederick - Mini Excavator with Rock Spreader
 - PO #PW-4451 – Hitch - Mini Paver
 - PO #PW-4452 – Apple Ford Lincoln - ¾ Ton Pick-Up Truck
 - PO #PW-4453 – McHenry – Zero Turn Mower
- Sustainable Growth and Agricultural Preservation Act of 2012 (SB 236) - Septic Tier Map
- Water and Sewer Tap for 28 West H Street
- Bike Registration Fee Waiver

Mr. Burruss moved to approve the Consent Agenda. Mr. Lashley seconded the motion, which passed 6-0.

Unfinished Business

- Sidewalk Improvement Program Payment Agreements

Mr. McGrory discussed the proposed motions before the Council. Mr. Burruss inquired what would happen if a loan is approved for a property, and then the property is sold before the loan is paid off. Mr. McGrory said the City would be able to collect the loan at the time of settlement with code enforcement fees and utility charges.

Mr. Lashley made a motion to approve the sidewalk improvement program payment plan agreements included in the agenda packet. Mr. Stull seconded the motion, which passed 6-0.

Mr. Lashley made a motion to make the approval process of applications for the sidewalk improvement program payment plan agreements an administrative process, whereby the Mayor, or designee, may approve all applications subject to the budgeting of funds. Ms. White seconded the motion, which passed 6-0.

New Business

- Wenner Drive and H Street Easement

Mr. McGrory displayed the plats of the properties in question and detailed the existing easements. Mr. Burruss suggested seeking the opinion of the Bike Brunswick and PATH groups for input. Ms. White offered to facilitate a meeting with those groups in the near future.

Mr. Burruss made a motion for the Council to pursue this project for a preliminary evaluation. Mr. Snoots seconded the motion, which passed 6-0.

- FY2017 Paving Project Change Order

Mr. McGrory discussed the proposed change order, which will take advantage of the excellent

price the City received on the initial paving bid.

Mr. Snoots made a motion to approve the FY2017 paving project being performed as a change order with extended pricing based on the bid process for the FY2016 paving project. Ms. White seconded the motion, which passed 6-0.

- Dog Park Quotes

Mr. Lashley discussed the progress of this project. Bids were obtained for the fencing portion of the project.

Mr. Lashley made a motion to award the dog park fence bid to Quality Fence and Deck Company in the amount of \$7,800. Mr. Burruss seconded the motion, which passed 6-0.

- 40-42 West Potomac Street Bond Acceptance

Mr. McGrory discussed this issue. After accepting the bond, the City Attorney would be asked to review the document and develop a lease agreement for the Potomac Foundation.

Mr. Burruss made a motion to approve the bond agreement for the purchase of 40-42 West Potomac Street. Ms. White seconded the motion, which passed 6-0.

- Art in Public Places – Skate Park Graffiti Wall

Mayor Tome discussed the proposal for a graffiti wall at the Skate Park building. Council Members expressed support of the project.

Mr. Stull made a motion to approve the painting of the building at the skate park as a public art project. Mr. Snoots seconded the motion, which passed 6-0.

Adjournment

Mr. Stull moved to adjourn the meeting. Ms. White seconded the motion, which passed 6-0. The meeting was adjourned at 9:23 p.m.

Submitted by: Carrie Myers

Approved By: _____

Mayor

Date

Witnessed By: _____

City Administrator

Date